

Re: 2008 AMS, DPVTM & LACS^{LinkTM} API Renewal

Dear AMS API Licensee:

Below are anticipated questions Licensees may have regarding the renewal process. If you have additional questions or concerns, please contact the Move Update Support Department at (800) 589-5766.

Q: There are three questions on the order form with a 'yes' or 'no' checkbox. Should I complete them again if I've already done so on a previous order form?

A: Yes. Each year Licensees will be asked to complete this section ensuring no changes have occurred affecting the license.

Q: I don't see "ZIP + 4" Database License on the form?

A: "ZIP + 4" was inadvertently omitted from "Additional AMS, DPV and LACS^{Link} Database License" on the order form. This is still the same license as last year. A new form with the correction has been posted to RIBBS.

Q: What do I do if the Renewal Order Form is correct and nothing will change?

A: Simply complete the bottom section with the method of payment indicated and return payment with the order form to USPS.

Q: May we continue to fax the Renewal Order Form with a credit card payment?

A: Yes. The fax number is listed at the bottom of order form.

Q: Why didn't we receive a license agreement this year to complete, sign and return?

A: No changes were made that affects the license language. Therefore by submitting payment for API Renewal, the payment is considered your request to continue with the current license agreement. You may also review a sample copy of the license agreement on RIBBS at <http://www.ribbs.usps.gov/files/AMSAPI/>.

Q: What should I do if I have new contacts or other changes to the Renewal Order Form?

A: Download a new form at ribbs.usps.gov/files/amsapi. Complete the new form and return it with payment to the address shown at the bottom of the renewal form.

Q: May I send in a purchase order?

A: Yes. However this applies to government agencies only.

Q: What happens if I don't change my unique Customer ID this year?

A: You will continue using the current unique Customer ID.

Q: What are some changes that may cause me to complete a new signature page from the license agreement for this year?

A: A new signature page should be completed:

1. If use of the product has changed.
2. If the company now plans to advertise the product.
3. If a new unique Customer ID is needed.
4. If company is purchased by another organization.